

Present: Sharmini Aru, Wayne Walpole, Paula Vardy, Keren Harding, Kelly Anderson, Sen Ooi, Denis Coldham, Paula Kontor, Ty Hudson, Melanie Sagenschneider, Kevin Porter, Kelly Gillett, Trish Gill, Leah Leslie

Apologies: Nil

TIME		Meeting No Location: Conference Rm Meeting Chair: Sharmini Aru	PURPOSE / ACTION:	WHO:
7.00pm	1.0	Welcome and apologies New Members and Nomination of Chair	<ul style="list-style-type: none"> Welcome to Trish Gill – parent representative Sharmini nominated as Chair of the Board Nominated by Denis Coldham Seconded by Ty Hudson No other nominations Accepted by Sharmini Quorum confirmed. 	Sharmini/ Wayne
	2.0	Minutes of Previous Meeting		
	2.1	Review of previous minutes	Minutes from Monday 30 th November 2020 confirmed as true and accurate and resolved for Chair to sign as such. Endorsed by: Kevin Porter Seconded by: Melanie Sagenschneider	Sharmini
	2.2	Actions arising	Nil	
	3.0	Agenda items		
	3.1	DPA / Statement of Expectations	Wayne outlined Statement of Expectations <ul style="list-style-type: none"> Department's new document to align IPS and non IPS schools. Lisa Rodgers focus on one system and partnerships – aligned to Department's strategic plan Very similar to what Board has already been operating under – Embed strong governance through School Board Major changes include - Collegial principals – 20 principals supporting other principals Public School Review – 1, 3 or 5 year cycle 	Wayne

3.2	BPPS Focus 2021	<p>Wayne provided information about the BPPS Focus 2021 document. Board members had the opportunity to seek clarification on the document.</p> <p>Based on staff reflection – National School Improvement Tool, Business Plan etc</p> <p>Document developed for staff to reflect on throughout the year.</p> <p>Staff addressing Business plan targets in team meetings.</p>	Wayne
3.3	Annual Report	<p>Annual report discussed; opportunities for comment or clarification provided.</p> <ul style="list-style-type: none"> - Progress against business plan targets – Business plan has been written with broad, general targets which means it was quite difficult to articulate progress/achievement. - Audience – too many abbreviations and educational jargon for parents - Errors: <ul style="list-style-type: none"> o Contents – School board report needs to be included o School board and P&C representatives should be acknowledged in ESAT process p14 o Sharmini has passed on her edits on grammar, sentence structure, abbreviations to Wayne o “All students have the opportunity to be taught music” - Not all students do have this opportunity. Re-wording necessary <p>Annual report noted with changes by all Board members</p>	Wayne
3.4	On Entry Data	<p>On Entry assessments completed by all Pre Primary and Year 1 students in 2021.</p> <p>Pre Primary assessments are mandated, and comparisons against state averages are available</p> <p>PP – slightly below state average on Speaking & Listening; at average levels (on track) for reading; writing and numeracy.</p> <p>Year 1 results will be analysed to track progress and growth of individual students.</p> <p>Comprehensive analysis of data and processes required with the aim being to raise the current level of the school’s On Entry results.</p>	Wayne

3.5	Review Uniform Policy	<p>Current Uniform Policy reviewed.</p> <p>Proposed changes to be made:</p> <ul style="list-style-type: none"> - change hats to 'Sun Smart approved School bucket hat' - Amend Rugby top/jacket - Include Year 6 graduation uniform (shirts and jackets); including process for design and ordering - Include mention of Faction shirts – when to wear them, what days? - Include Cultural diversity - Outline make-up/jewellery expectations - Outline uniform change process - Non Compliance - how do we deal with this? <p>Wayne to re-draft a new policy and will email out to all board members</p>	Wayne
3.6	One Line Budget / Comparative Report	<p>Budget noted by School Board.</p> <p>Actual figures based on 883 students at census.</p> <p>Report sent out to all Board members and opportunity for clarification offered.</p> <p>Voluntary contributions – working on increasing payment of contributions over the year through competitions, reminder notes</p> <p>Planned large purchases in 2021 – 15 smartboards ; re-surfacing undercover area; filtration sprinkler system; playground maintenance</p> <p>Community users of School facilities – soccer, tennis, athletics, toastmasters, football, netball</p> <p>Literacy, Numeracy and Health & Wellbeing – funds available to appoint staff coaches in these areas to begin Term 2.</p>	Keren
3.7	Review School Board Membership / Tenures	<p>Sen Ooi – re-nominated</p> <ul style="list-style-type: none"> - Sen outlined what she brings to our school as a Community Representative. - Sen re-elected for a 12 month tenure. <p>Additional Community member to be sought to support our new Business Plan once the school has outlined it's new direction.</p> <p>Currently eight parent representatives on the Board.</p>	Sharmini

			Currently two staff representatives in addition to principal – Wayne will discuss membership with staff - seek a para-professional to join the School Board.	
3.8	Three Way Conference Feedback / Attendance	<p>Feedback from parents and staff analysed and discussed</p> <p>Generally positive support for Three Way conferences.</p> <p>87.43% average attendance rate</p> <p>Area to address:</p> <ul style="list-style-type: none"> - length of meetings (EAL/D families- emails in different languages) - Purpose of students in meetings (especially Kindergarten and Pre Primary) <p>Consider:</p> <ul style="list-style-type: none"> - Closing school for a full day - Increasing time of interview to 15minutes - Including student in interview for some of the time, but also allowing time for parent to speak to teacher without student - Preparation of child for their involvement – possibly a common template, classroom preparation for student responses/involvement in advance 	All	
3.9	General Business	<p>Proposed for next meeting:</p> <p>Discussions around</p> <ul style="list-style-type: none"> - Music program - Homework Policy - Alternative communication tools ie Connect - Introduction of technology devices in Year 6 in preparation for high school <p>Board members commend the school plans to target Information Technology (IT) going forward.</p> <p>Paula Vardy is leaving the School Board as she has accepted a promotional position at another school. The board members wish her well in her future endeavours.</p>		
4.0	Meeting close: 8:50pm	Next meeting: Open meeting 17 th May 2021	Sharmini	

Chair Signature: _____

Date: 17th May 2021

Sharmini Aru

